

**MINUTES OF GENERAL MEETING OF FRIENDS OF CEDARS PARK  
HELD AT 10AM ON SATURDAY, 17 NOVEMBER, 2018 at CEDARS PARK CAFÉ**

**Present:**

Andy Massey - Acting Chairman  
Tracey Massey - Acting Secretary  
Jenny Sowter - Cedars Park Team Leader

**Friends' members present:** Kim Hunt, Brett Frewin, Tim Sowter, Roy Gibbs, Nigel Taken, Ian Dutnall, Tony Mazur, Sally Pipe, Keith Bird, Les Phipps, Sue Sowter

**Apologies:** Stuart Short (CNC), Nick Spellman (CNC), David Elton (Cedars Park Café)

**CC:** Dave Renouf (Green Spaces Manager), All Friends

		<b>Action</b>
<b>1.</b>	<p><b>Welcome and Introductions</b></p> <p>AM opened the meeting at 10.15am, welcomed and thanked all for attending. AM described his position as acting Chairman until such time as the Friends group is in a position to hold an AGM, and gave an overview of his interest and involvement in the park to date. AM introduced TM as acting secretary for this meeting and possibly future meetings dependant on availability.</p>	
<b>2.</b>	<p><b>Actions arising from minutes of previous meeting</b></p> <p>AM gave an update on the Venusberg progress; near to completion. <b>(JS note – works now complete).</b></p> <p>AM continued previous discussion re. group attendance and advertising; bigger posters effective but advertising could be improved. Friends would like community board(s), but JS to also put forward idea of locking times combined with space for Friends meetings / tasks / events. JS mentioned idea to have clip frames in the meantime. JS to feed back suggestions.</p> <p>AM referenced improving wildlife habitats within the park, such as increased areas of wildflowers. JS added that habitat improvement should be a focus within the park. JS to feed back suggestions.</p>	<p>JS</p> <p>JS</p>
<b>3.</b>	<p><b>Treasurer's update</b></p> <p>AM explained no Treasurer update; JS is sole signatory until new Treasurer appointed. No action taken since checking account balance is £488.96. AM referenced recent meeting with DR who gave an overview of the situation relating to drawing down of the Lottery funding, which includes providing the Heritage Lottery with a description of works carried out to date. DR and JS to work together in finalising this.</p>	<p>DR / JS</p>
<b>4.</b>	<p><b>Events</b></p> <p>AM reported that Make A Difference Day on Saturday 27 October was not well attended. A discussion took place regarding the effectiveness and value of MADD. JS asked the floor to consider if they feel that MADD should continue, and if they have any suggestions for improvements or ideas for a different event please feel free to put these forward.</p>	<p>All Friends</p>
<b>5.</b>	<p><b>Management/action plan update</b></p> <p>AM gave overview of the park's Action Plan and the importance of the Friend's group's involvement / input. JS explained recent staff / volunteer changes have resulted in a slight pause in update but DR and JS are working on this. JS to ensure Action Plan is made available on council website.</p> <p>RG expressed concern in terms of how much influence the Friends group has in relation to actions taken within the park. AM explained that the group should have more say as it grows in numbers and develops. JS added park users are an important factor in all decisions, and the Council are very much in favour of the Friends of Cedars Park and are keen to support its progress.</p> <p>RG mentioned branches overhanging paths, and asked if park users are permitted to cut back</p>	<p>JS</p>

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	<p>foliage encroaching onto paths. JS said all users are welcome to prune off stray shoots etc. but not to undertake substantial pruning works without permission. However, JS also added that these are works which should be managed by the teams in the park. JS explained that there has been a period of bedding into this role which means she has not been in the park as much as she would like to but this will improve. JS stressed that <b>if anyone notices any required works please feel free to contact her on <a href="mailto:jenny.sowter@broxbourne.gov.uk">jenny.sowter@broxbourne.gov.uk</a> or call directly on 07970 832983 and she will ensure they are carried out.</b> LP added that some areas within the park are left to grow taller to protect the heritage walls. SP expressed concern for ivy being allowed to grow up listed walls as this causes damage to the mortar. JS to put forward concerns.</p>	JS
6.	<p><b>Green Flag 2019</b></p> <p>JS reminded the Friends that if they wished to they could to take on the planning and running of a celebration event for July/August following the official announcement of a successful Green Flag.</p>	
7.	<p><b>Available roles</b></p> <p>Chair / Secretary / Treasurer</p> <p>Friends are still invited to register their interest in any of the above roles with JS.</p>	
8.	<p><b>Volunteer update</b></p> <p>The Friends of Cedars Park will be carrying out weeding within the compound following the upcoming Friends meeting (see below for details). However, there are no other scheduled volunteer tasks planned at this time.</p>	
8.	<p><b>Any other business</b></p> <p>AM mentioned park weekend opening has improved, however on Sunday 11 November the main car park gate was not opened until 9.30. JS aware of this as JS and LP opened the main gate on that occasion after discovering it was locked, but will ensure this is passed on to the Street Cleansing team.</p> <p>BF reiterated his interest in litter picking the park. A discussion took place about location of equipment, logging of volunteer hours and disposal of refuse. JS to provide facility for this. <b>(JS note – thank you all so much for your enthusiasm in helping to look after our park. A bin with combination lock has been secured to the black railings in the old car park with litter pickers, bin bags, gloves, hand sanitization and a log sheet to keep track of volunteering hours. If anyone would like access to this please contact JS for details. Please stack refuse sacks next to the equipment bin.)</b> JS encouraged voluntary litter pickers to take selfies or general photos to help us encourage others to join in. JS to enquire into some form of reward for volunteering such as a hot drink.</p> <p>AM mentioned that bricks found around the park form part of the listed walls and are collected and stacked in a bay of the compound. AM added all are welcome to stack any found bricks outside the compound to add to the collection, as these are used in wall repairs. Please do not attempt to lift any heavy sections of brick. JS added that there are plans in place for listed walls to be repaired, and will update the group once more information is available.</p> <p>A general discussion took place regarding holding events at the park. LP mentioned that Government funding ceases in 2020, and JS reminded the Friends that whilst the Council are always supportive in terms of providing refreshments, extra staff, equipment and park cleansing, events will now need to be self-funding in order to be sustainable. JS encouraged all Friends to put forward any suggestions for events and ideas on how to make them self-sufficient.</p> <p>AM informed the group of DS's Pollinator Sanctuary proposal. AM and JS explained that DS has put a lot of work into securing Lottery funding to transform the disused compound into a brilliant space both for the Friends group and pollinators. DS has put forward a proposal to bring the space back up to a more managed standard, and a suggested plan for continuation of bee hive management and running of the Junior Rangers scheme. JS explained that DR is in the process of considering this proposal.</p>	<p>JS</p> <p>JS</p> <p>JS</p> <p>All Friends</p>

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	<p>The Friends then expressed an interest in helping to tidy up the compound area, so it was agreed that a volunteer session would take place after the upcoming Friends meeting to undertake weeding of the gravel in the compound (see below for details).</p> <p>JS added she had accompanied DS in receiving the second Bees Needs Champion Award at Kew Gardens on Tuesday 13 November in recognition of the creation of the pollinator habitat. TMaz signified his knowledge and interest in bees, and inquired as to their current status. JS explained whilst the hives themselves were funded by the Friends group / Lottery, she will clarify who owns the swarms.</p> <p>RB raised concerns as to any future plans to install parking ticket machines at Cedars Park as they have become more prominent elsewhere. JS had not heard of any such plans but will confirm they are not being considered at the park.</p> <p>RG and ID have requested to see the Deed of Grant for Cedars Park and mentioned that historically there may have been a Trust Fund set up relating to the park; AM and JS to investigate.</p> <p>AM informed the group that the third pedestrian gate leading onto the A10 would be unlocked as of Monday 19 November. The floor expressed objections to this opening for various reasons including safety of dogs, children and vulnerable adults. ID added that there is no people counter on this gate; JS to put forward all concerns. JS explained that the gate had been installed some time ago and so would need to be opened; the floor accepted this but requested that a compromise be reached. AM and LP suggested a kissing gate before the pedestrian gate to act as a second barrier; JS to put forward suggestion. <b>(JS note – a kissing gate is currently being installed.)</b> The floor expressed a desire for confirmation that their voices will be heard in future matters; JS to feed back concerns.</p> <p>The floor commented that the Friends of Cedars Park sign is currently obscured by bushes along the old car entrance and should be in a more visible place. JS to investigate.</p> <p>AM added that there should be clear park locking times on all three entrances, JS to put forward.</p> <p>The floor expressed a general feeling of dislike in relation to the artificial grass on the Venusberg and concerns regarding longer-term wear. JS added that the contractors working on the Venusberg had done a good job and that time will tell in regards to how well it lasts. JS to feed back.</p> <p>BF put forward suggestion of some form of mascot for the park, and showed the floor a concept design for 'Cyril the Squirrel', a character designed to assist in involving younger volunteers, and potentially to incorporate into merchandise for the Friends group to sell. JS to put forward ideas.</p> <p>JS suggested the Friends holding a stall using the FOCP marquee to encourage new members to join.</p> <p>A discussion took place in relation to what the Friends group are in terms of solely a group or a charity etc. AM suggested that his understanding was that the Friends are currently spokespeople for the park rather than a charity; JS to clarify.</p>	<p>JS</p> <p>JS</p> <p>AM/JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p>
9.	<p><b>Date of next meeting</b></p> <p>AM thanked everyone for attending and for their input.</p> <p>The next Friends meeting was arranged for <b>Saturday 15 December at 10.00 in the Meeting Room</b>, followed by a buffet at midday and then weeding in the compound in the afternoon. Friends are invited to attend either the Meeting or volunteering, or both.</p> <p>The meeting closed at 12.46pm.</p>	